



CLEAN SHEET

A Charitable Incorporated Organisation

Annual Report & Accounts

For the 12 months
ended 31st March 2021

cleansheet.org.uk | Charity No. 1154034

THE
**INVESTORS
IN PEOPLE**
AWARDS 2020
Finalist



Registered with
**FUNDRAISING
REGULATOR**



Key Information

PATRONS

The Rt Rev. James Langstaff (Bishop to Prisons)

AMBASSADORS

Ian Acheson

Keith Fraser

Dominic Headley

Erwin James

James Timpson OBE

Iqbal Wahhab OBE

TRUSTEE BOARD MEMBERS

Chair

Michael Maiden BA, CQSW, DMS

Trustees

Robert Gwynn BA

Jane Gould Smith BCAi FRSA

Philip Hilton MA (Cantab) PhD

Stephen Lawes BA, ACA

COMPANY SECRETARY

David Wm. Reynolds FCMA, CGMA

PRINCIPAL OFFICE

3-4 The Square, Manfield Avenue, Coventry, CV2 2QJ

CHARITY NUMBER

1154034

PRINCIPAL ADVISORS

External Auditors

Crowe U.K. LLP, Statutory Auditors, Fourth Floor,
St James House, St James Square, Cheltenham, GL50 3PR

Bankers

TSB, Bolton Daubhill Branch, PO Box 373, Leeds, LS14 9GQ

Website

cleansheet.org.uk

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**"You have always
believed I would
get a job, and now
I have hit the jackpot!"**

Chair's Review

It would be fair to say that the last financial year (2020/21) has been like no other! The impact of Coronavirus has been far-reaching across society and across the world. The lockdowns and lack of economic activity made the operating environment extremely challenging for Clean Sheet.

The number of job opportunities available for Clean Sheet Members (people with convictions) reduced dramatically as employers stopped recruiting, furloughed staff or went out of business. Commissioning opportunities from prisons and partners also reduced or stopped altogether while organisations grappled with the impact of lockdown.

As a society, we are still continuing to move out of lockdown and adjust to this ever-changing situation. What I have been most impressed by throughout this last year is Clean Sheet's resilience to keep going and to move forward.

We continued to deliver our services without interruption to service delivery (a significant achievement given COVID). I am also delighted that despite the key challenges, we helped 202 people with convictions to find work or work-related training. We made a number of changes internally to strengthen how we supported our Members. Furthermore, we introduced new ways of connecting the team to help everyone stay connected during COVID.

We have our own 'roadmap' as we look ahead to the next three years, with solid plans to grow the number of people we

help to find work as well as establish and strengthen our funding base. We are indebted to the Langley House Trust Group (of which Clean Sheet is now a part), which has provided vital support during this time. I am grateful to all the Clean Sheet staff for their hard work, determination and tenacity, which has helped Clean Sheet to navigate through this year. I am also thankful to the Clean Sheet Board for their encouragement, fortitude and wisdom.

2021/22 is no doubt going to be a year full of change as we continue to move out of COVID. But I am assured that we will face the challenges – and opportunities – head on with good humour and hope.

As a Christian charity, working with people of all faiths and none, our hope in God has been paramount over this last year. We are thankful for God's faithfulness and provision and for being able to pass on some of that hope to others – not least to the people with convictions we support. In the words of an old hymn: "We have an anchor that keeps the soul, steadfast and sure while the billows roll...." What an encouragement indeed.

Yours,



Michael Maiden
Chair, Clean Sheet Board

Strategic Report

ABOUT US

Clean Sheet is a national Christian charity with a simple purpose – to offer people with convictions the hope of a better future by finding real, permanent employment.

CHARITABLE OBJECTIVES

The charity is established as a Charitable Incorporated Organisation (CIO) and its activities are regulated by its Constitution.

1. The objects of the charity are:
to promote social inclusion to prevent, in particular (but not exclusively) prisoners and ex-offenders from being socially excluded, relieving the needs of people, who are socially excluded and assisting them to integrate into society
2. to relieve the needs of prisoners and ex-offenders, who as a result of imprisonment are suffering the effects of unemployment, financial hardship, ill health and disability

MISSION

Clean Sheet's mission is to improve individual lives and contribute to safer communities by providing employment opportunities for people with convictions to enable them to reach their full potential.

POSITION WITHIN THE LANGLEY HOUSE TRUST GROUP

In September 2019, Clean Sheet became part of the Langley House Trust Group. Prior to this, Clean Sheet had been a small independent charity with a track record of helping people with convictions (Members) to find work. Clean Sheet has greatly benefitted from being part of the Group in terms of infrastructure and financial support at a critical time, particularly following the impact of the Coronavirus.

Clean Sheet continues to offer a clear route to employment within the broader Group housing and prison offer.

IMPACT OF THE CORONAVIRUS (COVID-19)

The impact of the Coronavirus has been far-reaching throughout the financial year. Whilst Clean Sheet's operating model has continued, the external environment in which the charity operated changed drastically. Key challenges included:

- Prisons not commissioning during lockdown
- Partners not being able to commission or pursue partnerships due to the impact of COVID
- Some Clean Sheet Employers going out of business and/or having to furlough staff
- Employers (Clean Sheet and non-) freezing recruitment
- Members being furloughed, fewer Members finding work and greater competition for employment

The financial year also saw three national lockdowns within the timeframe. Consequently, Clean Sheet's ability to secure income was significantly impacted and the support of the Langley Group was vital to its sustainability during this period.

Nevertheless, Clean Sheet initiated a number of changes following the impact of COVID which helped to strengthen its operating model and support for Members. Activity during the financial year included:

- Ramping up communications to Members during COVID to provide additional support to combat the negative impact of the pandemic (such as isolation, mental health)
- Implementing changes to the Member

engagement process to help maximise Member outcomes

- Undertaking a major revision of the Membership Module (work-readiness assessment tool)
- Changing the measuring of retention post-employment (to improve the data regarding the long-term impact of the charity's support)
- Training and supporting staff to help them to navigate the impact of COVID and grow the support they provided to Members

PERFORMANCE 2020/21

Member Outcomes

During 2020/21, Clean Sheet helped 172 Members (people with convictions) to find work and 30 people to pursue work-related training – a total of 202 outcomes (2019/20: 361). This was a significant achievement given the impact of COVID.

Strengthening Clean Sheet's Offer

As outlined above, Clean Sheet undertook a number of initiatives to strengthen its offer, including adapting its Member engagement process, revising the Membership Module and changing how the charity measured its long-term impact after Members had found work. These changes will continue to have a positive impact as the charity moves forward.

Sustainability

Despite the challenges of COVID, Clean Sheet made progress towards sustainability, refining and developing a business plan (2021-2024) to shape its strategic direction, mission outcomes, financial objectives and service offer. It continued to work to engage employers through a paid partnership model, pursue national strategic partnerships and develop its engagement with prisons.

Team Engagement

Team engagement was a key priority during the financial year, particularly following the impact of COVID, which prevented in-person gatherings. Clean Sheet introduced weekly team 'coffee and chat' sessions (running twice each week) as a way to connect the team. A COO (Chief Operating Officer) update continued to be provided and virtual training and team days took place at key points in the year. As part of building a culture of continuous improvement, Clean Sheet introduced an 'ideas forum' to identify ways of improving Clean Sheet's service, incorporating feedback from all levels of the organisation into the charity's business plan.

Awards

During 2020/21, Clean Sheet applied for a Criminal Justice Alliance Award and received praise for its application, but unfortunately was not shortlisted. Clean Sheet was encouraged to apply in the following year and will continue to seek opportunities to apply for awards of recognition.

Staff and Volunteers

During 2020/21 Clean Sheet employed 13 staff, comprising the Chief Operating Officer, a Community Development Manager, a Partnership Manager, a Marketing and Engagement Manager, a Members Team Lead and eight Employment Team Advisors.

—

"I found everyone I spoke to very compassionate and caring, and non-judgmental of my past. The regular contact and check-ups were really good. The support provided and encouragement given were the best thing, you guys listen."

GROWTH FOR 2021/2022

The Trustees have considered the organisation's viability as a going concern. There are plans for growth, governed by a three-year business plan (2021-2024), covering Member outcomes, financial sustainability and strengthening and expanding Clean Sheet's offer. This includes developing the Clean Sheet Employer's Directory, growing the support provided to Members and pursuing further opportunities to see clear routes to jobs for people with convictions.

In addition, the charity will seek to solidify its funding base, through a number of initiatives including securing grant funding, developing paid partnerships with employers, capitalising on prison commissioning opportunities, developing Clean Sheet's supporter base and working with regional and national partners on contract opportunities, as and when these arise.

As a member of the Fundraising Regulator the Group adheres to the Code of Fundraising Practice.

PARTNERSHIPS

Clean Sheet is grateful to all its prison and community partners, including the Ministry of Justice and the Office of the Surrey Police and Crime Commissioner.

Clean Sheet has a number of partnerships in place with prisons and community partners, which enabled it to deliver its services throughout the country (albeit in a more limited way following the impact of COVID). During 2020/21, these partnerships included:

- Prisons: HMP Brixton, HMP Ranby, HMP Stafford and HMP Thameside
- Community Partners: Fine Cell Work, Framework Housing Association, Langley House Trust,

St. Ann's Advice Group, St. Giles Trust and The Nehemiah Project

Special thanks go to Clean Sheet's funders: The Triangle Trust and the AB Charitable Trust.

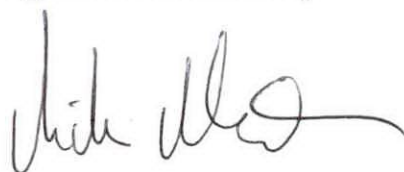
THANKS

Special thanks also go to Clean Sheet's supporters, who have loyally supported the work of the organisation through the year.

FINANCIAL REVIEW

Clean Sheet has recorded a surplus during the financial year of £46,206 (2019/20: £61,567). This was in large part due to investment from the Group, including financial support following the impact of COVID. Support from the Group accounted for 61% of the total income (2019/20: 70%). The Group's support has been significant in ensuring the viability of the charity.

The strategic report was approved by the Clean Sheet Board on 15th July 2021 and signed on its behalf by:



Michael Maiden
Chair, Clean Sheet Board
15th July 2021

—
"The support from Clean Sheet has been fantastic. The constant engagement and motivation from the organisation has helped me to keep my focus on obtaining employment and not become distracted or despondent. I was able to study...and build my confidence and self-esteem."

Trustees' Report

Clean Sheet is a subsidiary of the Langley House Trust Group. The charity falls within the Langley House Trust Group ('the Group') reporting structure.

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the charity's governing document and the Statement of Recommended Practice, 'Accounting and Reporting by Charities'.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Clean Sheet was founded in 2010. It is a Charitable Incorporated Organisation (CIO), registered as a CIO with the Charity Commission on 1st October 2013.

The CIO was established under a constitution, which established the objects and powers of the charitable company and is governed under this constitution and the Group's Financial Regulations. In the event of the CIO being wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

The Clean Sheet Board (herein the CS Board) reports to the Langley House Trust Group Board (herein the Group Board). The CS Board is responsible for major strategic decisions and has ultimate responsibility for the conduct and financial stability of Clean Sheet. Trustees serve for the term as specified in the Constitution, with new Trustees being elected based on need.

Clean Sheet does not pay its Board members apart from reimbursing expenses and covering indemnity insurance (covered by the Group insurance).

The CS Board delegates to the Chief

Operating Officer (COO) full control over the operation of Clean Sheet within policy. The COO attends meetings of the CS Board. It is the duty of the COO to further the mission of Clean Sheet and to ensure that management is efficient, effective and runs in accordance with good business practice.

The Group has an Audit, Risk & Compliance Committee and a People Committee, which cover Clean Sheet as a subsidiary charity. The Committees have clear Terms of Reference and report directly to the Group Board.

The People Committee advises the CS Board on the remuneration and the conditions of employment of staff. The Group's Policies and Procedures (where applicable) apply to Clean Sheet. The CS Board monitors and reviews the quality, effectiveness and timeliness of information provided by the COO.

PUBLIC BENEFIT

The Trustees confirm that they have given due regard to public benefit guidance published by the Charity Commission. Helping ex-offenders secure employment has a positive effect on communities, helping to reduce reoffending and create a safer society.

The CS Board remains committed to the mission of Clean Sheet and seeks to ensure that new developments and current work continue to deliver outcomes that contribute to the mission of the organisation, therefore ensuring that public benefit remains strong.

STATEMENT OF THE CHARITY'S SYSTEM OF INTERNAL CONTROL

Clean Sheet's system of internal control sits within the Langley House Trust Group system of internal control.

The Group Board has responsibility for establishing and maintaining a system of internal control and reviewing its effectiveness in how it relates to the Group including subsidiaries.

Both the Group Board and the Clean Sheet Board recognise that no system of internal control can provide absolute assurance against material misstatement or loss or eliminate all risk of failure to achieve business objectives. The system of internal control implemented by the Group has been designed to manage key risks and provide reasonable assurance that planned business objectives and outcomes are achieved. It also exists to give reasonable assurance to the Group Board and the Clean Sheet Board regarding the preparation and reliability of financial and operational information and the safeguarding of the Group's assets and interests.

In meeting their responsibilities, the Group Board have adopted a risk-based approach to internal controls, which are embedded within the normal management and governance process of the Group. This approach includes the regular evaluation of the nature and extent of risks to which the Group is exposed. The process adopted by the Group Board in reviewing the effectiveness of the system of internal control, together with some of the key elements of the control framework, includes:

Identification and evaluation of key risks – key risks to Clean Sheet have been identified and are included in the Group's Summary Risk Map. Mitigating actions and controls

have been identified. The Summary Risk Map is formally reviewed by the full Board at least once a year.

Environment and control procedures – Clean Sheet abides by Group policies and procedures that are applicable, including health and safety, accounting, data protection, fraud and whistleblowing.

Information and financial reporting systems – the Clean Sheet Board reviews and approves the annual Clean Sheet budget before this is submitted to the Group Board for final approval. Financial reporting procedures include detailed management accounts and forecasts, which are reviewed by Clean Sheet's Chief Operating Officer and are presented to the Clean Sheet Board and Group Board. The Clean Sheet Board will also review key performance indicators to assess progress towards the achievement of key business objectives, targets and outcomes at each Clean Sheet Board meeting.

The Clean Sheet Board receive assurance through Clean Sheet being part of the Group internal audit cycle (which is approved annually by the Group's Audit, Risk & Compliance Committee). The Group Audit, Risk & Compliance Committee formally reviews the performance of Internal Auditors once a year.

The Prevention, Detection, Reporting and Recovery of Fraud and Financial Crime

The Group's Fraud and Prevention of Financial Crime Policies set out management responsibilities to ensure an adequate control system is in place to minimise the risk of fraud and other financial crimes such as money laundering and to ensure a reasonable likelihood of early detection. These Group policies also state the procedure to be followed in the event of suspected fraud, money laundering or

other financial crime, including reporting requirements and any subsequent action to be taken for recovery. The Group Board confirms that there is an on-going process for identifying, and managing significant risks of fraud and other financial crime faced by the Group. This process has been in place throughout the year and is regularly reviewed by the Group Board. Clean Sheet operates within the boundaries of the Group policies related to this area.

EQUALITY AND DIVERSITY

The Group's approach to Equality, Diversity and Inclusion is set out in its Group Equality, Diversity and Inclusion Policy, which is reviewed annually and included within Clean Sheet's activities.

The Group understands the vital role Equality, Diversity and Inclusion plays in creating an environment in which our staff and clients are able to reach their full potential. We appreciate and celebrate difference and individuality, respecting everyone as being made in God's image and having an intrinsic value, a view strongly upheld by our Trustees and senior management team. There is no place for racism or any other form of discrimination within the Group. It is not just illegal, but goes against all that we stand for as outlined in our values. Langley House Trust Group staff are asked to challenge any racist or discriminatory behaviour that they witness, experience or hear about and then report it. The CEO's commitment is to ensure all allegations are investigated and appropriate action taken.

RESERVES

The charity's reserves are £102,925 (2019/20: £56,719) all of which is unrestricted. This reserves position reflects the Langley Group investment made in the year to Clean Sheet. The Group Reserves Policy is that funds, which have not been

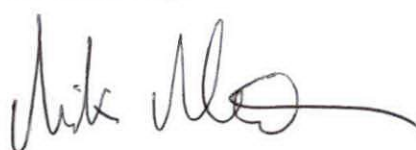
restricted to a specific use, should be maintained at a level of three months' expenditure. The Trustees consider that reserves at this level should ensure that in the event of a significant drop in funding, they will be able to continue the charity's current activities whilst consideration is given to a sustainable alternative strategy. The reserves of the Group will be allocated should Clean Sheet require this.

HEALTH AND SAFETY

The CS Board and Clean Sheet employees maintain attention to and awareness of Health and Safety across the organisation (taking into account the remote working situation of all staff).

The CS Board confirms compliance with all legal and regulatory requirements for charities registered under the Charities Act 2011.

The Trustees' report was approved by the CS Board on 15th July 2021 and signed on its behalf by:



Michael Maiden
Chair, Clean Sheet Board
15th July 2021

—
"My experience of Clean Sheet is a very positive one and I am grateful for all the support, encouragement and practical help that you have given me. Believe me when I say it has been an enormous help on many different levels and I would like to thank you [Clean Sheet] for your support. Knowing that someone is rooting for you increases confidence and reinforces the will to succeed."

Trustees' Responsibility Statement

The Trustees are responsible for preparing the Trustees' Annual Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period.

In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP (FRS102)
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statement
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

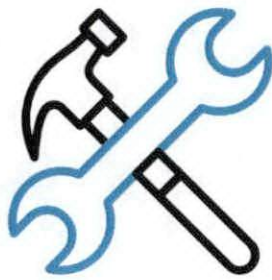
The Trustees, who held office at the date of approval of this Trustees' report confirm that, so far as they are each aware, there is no relevant audit information of which the charity's auditors are unaware, and each Trustee has taken all steps that they ought to have taken as a Trustee to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

The Trustees' responsibility statement was approved by the CS Board on 15th July 2021 and signed on its behalf by:




Michael Maiden
Chair, Clean Sheet Board
15th July 2021

202
Members



into
work,
training or
volunteering

 **460** people referred

Provided over
 **13,000**
hours of telephone support

 **96**
team coffee
chats to
stay connected

& 4000
 cups
of tea
drunk

**number of hours spent on
zoom... too many to count**

Andrew's Story

"I was a normal kid - nothing unusual about me! I left home at 18 to go to university, but I think I was too young then and if I went now I'd do a lot better. I started offending in 2001 after I dropped out of university. I wasn't arrested for my offence until February 2017. I knew what I was doing was wrong, but it was an addiction. I lost almost everything.

"[After I was released], I spent most of my days in the library when I first moved because it was warm and they had broadband internet access. I researched various organisations that could help me. Clean Sheet seemed quite different. They made no promises, which I liked. My interpretation was that Clean Sheet would support me as best they could and point me in the right direction. The Employers Directory is very self-directed, and I spoke to my adviser regularly via email and phone.

"It took me around 12 months to first get into work after release, starting out with temporary roles. I now have a job working for a facilities management company with lots of contracts all over the UK and the world.

"I needed emotional and pastoral support, and I got that in spades. You can really get yourself into a position where you can stand on your own two feet, and for that I'm really grateful. My Clean Sheet adviser never passed comment, of course, but allowed me to get things off my chest. For that she deserves an award for listening to me! Using that support and encouragement from Clean Sheet has helped, and I found a job."



*Name and picture changed to protect identity

**Independent Auditor's Report to the
Members of Clean Sheet
For the Year ended 31 March 2021**

Independent Auditor's Report to the Trustees of Clean Sheet

Opinion

We have audited the financial statements of Clean Sheet ('the charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the statement of financial position, the cash flow statement, the statement of changes in reserves and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient and proper accounting records have not been kept by the charity; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Independent Auditor's Report to the Members of Clean Sheet For the Year ended 31 March 2021

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 11, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Details of the extent to which the audit was considered capable of detecting irregularities, including fraud and non-compliance with laws and regulations are set out below.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the charity operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charity's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charity for fraud. The laws and regulations we considered in this context for the UK operations were taxation legislation and employment legislation.

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.


We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income, and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management, and the Audit, Risk & Compliance Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, reviewing accounting estimates for biases, reviewing regulatory correspondence including that with the Charity Commission, and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

**Independent Auditor's Report to the
Members of Clean Sheet
For the Year ended 31 March 2021**

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Crowe U.K. LLP

Statutory Auditor

Fourth Floor

St James House

St James Square

Cheltenham

GL50 3PR

Date: 1 September 2021

Clean Sheet
Statement of Financial Activities
For the Year ended 31 March 2021

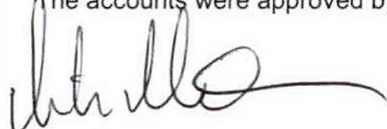
		Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	Note	£	£	£	£
Income and Endowments					
Donations & Grants	2	222,461	-	222,461	222,985
Charitable Activities	3	57,362	-	57,362	34,535
Total Income		279,823	-	279,823	257,520
Expenditure					
Charitable Activities	4	233,617	-	233,617	195,953
Total Expenditure		233,617	-	233,617	195,953
Net income/net movement in funds					
		46,206	-	46,206	61,567
Reconciliation of funds					
Fund balances at 1 April 2020		56,719	-	56,719	(4,848)
Fund balances at 31 March 2021		102,925	-	102,925	56,719

The notes on pages 21-25 form an integral part of these accounts.

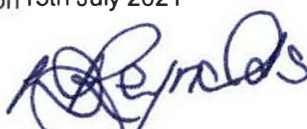
Clean Sheet
Statement of Financial Position
For the Year ended 31 March 2021

	Note	2021	2020
CURRENT ASSETS		£	£
Debtors	6	9,625	3,983
Cash at bank		112,717	63,162
		<u>122,342</u>	<u>67,145</u>
CREDITORS			
Creditors: amounts falling due within one year	7	19,417	10,426
Net current assets		<u>102,925</u>	<u>56,719</u>
Total assets less current liabilities		<u>102,925</u>	<u>56,719</u>
 FUND BALANCES			
Unrestricted funds			
General funds	8	102,925	56,719
		<u>102,925</u>	<u>56,719</u>

The accounts were approved by the Board on 15th July 2021



Michael Maiden
Chair of the Clean Sheet Board



David Warr. Reynolds
Company Secretary

The notes on pages 21-25 form an integral part of these accounts.

**Clean Sheet
Statement of Cash Flow
For the Year ended 31 March 2021**

	Note	2021	2020
		£	£
Cash flow from operating activities	10	49,555	62,862
Net increase in cash and cash equivalents		49,555	62,862
Cash and cash equivalents at 1 April		63,162	300
Cash and cash equivalents at 31 March		112,717	63,162

Clean Sheet
Statement of Changes in Reserves
For the Year ended 31 March 2021

	Total Reserves £
Balance at 31st March 2019	(4,848)
Deficit from Statement of Financial Activities	61,567
Balance at 31st March 2020	56,719
Surplus from Statement of Financial Activities	46,206
Balance at 31st March 2021	<u>102,925</u>

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2021

1 Accounting Policies

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019 - Charities SORP (FRS 102)).

Clean Sheet meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

a) Going concern

The charity is a subsidiary of Langley House Trust, which has indicated that it will provide support for a period not less than 12 months from the date of approval of the financial statements. The charity's financial statements have therefore been prepared on a going concern basis which assumes an ability to continue operating for the foreseeable future. There is a note to the accounts where further information is required to justify this assumption. The impact of the worldwide COVID-19 pandemic has been significant in some areas of the Charity and less impactful in others. Whilst there may be uncertainty of the full impact of the COVID-19 virus we do not believe that this will have a material adverse effect on the charity's financial condition of liquidity.

b) Donated and grant income

Donated income and grants receivable are taken into account when received by the charity. Income received in circumstances where a claim for repayment of tax has been or will be made to HM Revenue & Customs is grossed up for the tax recoverable. Any amount of tax reclaimed from HM Revenue & Customs but not yet received is shown within the charity's debtors.

c) Other income and expenditure:

Investment income is taken into account when receivable and expenditure, including irrecoverable VAT, when incurred by the charity, regardless of when payment is made. Grants payable are taken into account at the earlier of when they are paid or become constructive obligations.

d) Funds:

Unrestricted funds are donations and other income received or generated for the objects of the charity without specified purpose and are available for purposes as directed by the trustees. Restricted funds are amounts received where the donor has specified the purpose for which it should be used.

e) Debtors:

Short term debtors are measured at transaction price, less any impairment.

f) Cash at Bank:

Cash at bank is represented by cash deposits with financial institutions.

g) Creditors:

Short term creditors are measured at the transaction price.

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2021

h) Critical accounting estimates and areas of judgement

In the application of the charity's accounting policies, Trustees are required to make judgements, estimates, and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised. If the revision affects only that period or in the period of the revision and future periods if the revision affects the current and future periods.

In the view of the Trustees, no assumptions concerning the future or estimation uncertainty affecting assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

2. Voluntary income

	Unrestricted Funds	Restricted Funds	2021	2020
	£	£	£	£
Grants	205,165	-	205,165	216,900
Donations and Gifts, including tax recoverable	17,296	-	17,296	6,085
	<u>222,461</u>	<u>-</u>	<u>222,461</u>	<u>222,985</u>

There was no restricted voluntary income in 2020.

3. Income from Charitable Activities

	Unrestricted Funds	Restricted Funds	2021	2020
	£	£	£	£
Prisons, partners and Employers	49,793	-	49,793	10,900
DWP Contracts	7,569	-	7,569	23,635
	<u>57,362</u>	<u>-</u>	<u>57,362</u>	<u>34,535</u>

There was no restricted income from charitable activities in 2020.

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2021

4. Analysis of expenditure on charitable activities

	Activities undertaken directly £	Support Costs £	2021 £	2020 £
Prisons, Partners and Employers	217,504	10,314	227,818	172,251
DWP Contract	5,799	-	5,799	23,702
	<u>223,303</u>	<u>10,314</u>	<u>233,617</u>	<u>195,953</u>

£Nil (2020: £Nil) of the above costs were attributable to restricted funds.

The above costs include £2,200 (2020: £2,200) payable to the auditors in respect of audit fees

5. Staff & Trustees

	2021 £	2020 £
Wages and salaries	187,177	96,053
Social security costs	12,463	6,751
Other pension costs	5,762	3,437
	<u>205,402</u>	<u>106,241</u>

None of the trustees received any remuneration during the year and none were reimbursed any travelling expenses. The average number of staff employed during the year was 8 (2020 - 4). During the year, there were no donations (2020: £530) from trustees. There were no employees whose annual remuneration was £60,000 or more.

Key Management Emoluments

	2021 £	2020 £
Aggregate emoluments paid to senior officers, including salary, employer's pension contributions and benefits-in-kind	<u>63,250</u>	<u>32,664</u>

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2021

6. Debtors

	2021	2020
	£	£
Trade Debtors	9,625	2,000
Prepayments	-	1,983
	<u>9,625</u>	<u>3,983</u>

7. Creditors: Liabilities falling due within one year

	2021	2020
	£	£
Trade creditors	-	1,254
Deferred Income	10,475	250
Taxation, social security and pension payable	4,453	3,925
Accruals	4,489	4,997
	<u>19,417</u>	<u>10,426</u>

Deferred income

	2021	2020
	£	£
Deferred income at start of the year	250	-
Resources deferred during the year	10,475	250
Amounts released during the year	(250)	-
	<u>10,475</u>	<u>250</u>

Deferred income relates to the provision of services to be performed in the future financial year.

8. Statement of Funds

	Brought forward	Income	Expenditure	Carried forward
			£	£
General unrestricted funds	56,719	279,823	(233,617)	102,925
Total restricted funds	-	-	-	-
Total funds	<u>56,719</u>	<u>279,823</u>	<u>(233,617)</u>	<u>102,925</u>

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2021

9. Group and related transactions

Clean Sheet is a wholly owned subsidiary of Langley House Trust (incorporated as a Company Limited by Guarantee (No. 7888191) and registered as a charity with the Charity Commission (No. 1146304). The charity has taken advantage of the exemption provided by section 33.1A of FRS 102 not to disclose related party transactions with other group entities. Clean Sheet entered into no other related party transactions in 2021 or 2020.

Copies of the consolidated accounts of the Group can be obtained at its registered address: Langley House Trust, 3 & 4 The Square, Manfield Avenue, Walsgrave, Coventry, CV2 2QJ.

During the year Clean Sheet received grant income of £170,165 (2020: £179,400) from Langley House Trust.

10. Reconciliation of net income to net cash flow from operating activities

	2021 £	2020 £
Net income for year to 31 March	46,206	61,567
(Increase) in debtors	(5,642)	(1,468)
Increase in creditors	8,991	2,763
Net cash flow from operating activities	<u>49,555</u>	<u>62,862</u>